

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: OCTOBER 24, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WOOD
SOKOL
FRASIER
STROUGH
VANSELOW
SIMPSON

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
DEANNA PARK, DIRECTOR OF COUNTRYSIDE ADULT HOME
PAUL DUSEK, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS CONOVER
SEEBER
TAYLOR
TRAVIS WHITEHEAD, QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
SAMANTHA HOGAN, ASSISTANT SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR WESTCOTT

In the absence of Committee Chairman Westcott, Vice Chairman Wood called the meeting of the Social Services Committee to order at 9:32 a.m.

Motion was made by Mr. Sokol, seconded by Mr. Simpson and carried unanimously to approve the minutes of the prior Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Maureen Schmidt, Commissioner of the Department of Social Services (DSS), who distributed copies of the DSS Agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the Agenda review, Ms. Schmidt presented Item 4A, request to fill vacant position of Caseworker #6 in the Foster Care/Adoption Unit, *Grade 14, Annual Base Salary \$36,093*, due to resignation, and back-fill any vacancies created by promotion.

Motion was made by Mr. Vanselow, seconded by Mr. Simpson and carried unanimously to approve the request to fill the vacant Case Worker #6 position and refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Continuing the agenda review with Item 4B, Finance Request, Ms. Schmidt presented a request to transfer \$25,000 from Budget Code A.6010 110 (*Social Services Salaries-Regular*) to Budget Code A.6010 120 (*Social Services Salaries-Overtime*), and \$25,000 from Budget Code A.6010 110 (*Social Services Salaries-Regular*) to Budget Code A.6010 130 (*Social Services Salaries-Part Time*).

Motion was made by Mrs. Frasier, seconded by Mr. Strough and carried unanimously to approve the request for a transfer of funds, as outlined above, and to refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Moving on to Agenda Item 5, Countryside Adult Home, privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home, who distributed copies of the Countryside Agenda to the Committee members, a copy of which is on file with the minutes.

Ms. Park began by presenting a request to amend the contract with Mahoney Notify-Plus, Inc. to include an \$85.50 quarterly fire alarm monitoring fee.

Mr. Vanselow questioned the rationale for this item which indicated it was resultant of a request from the Purchasing Department. Ms. Park responded that Julie Pacyna, Purchasing Agent, sought to have contracts in place for all services provided by outside agencies for liability purposes.

Motion was made by Mr. Simpson, seconded by Mr. Strough and carried unanimously to approve the request as presented and the necessary resolution was authorized for the November 21, 2014 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing, Ms. Park presented a request to renew the agreement with Orkin for pest removal services at a cost of \$86.65 per month.

Motion was made by Mrs. Frasier, seconded by Mr. Simpson and carried unanimously to approve the request as presented and the necessary resolution was authorized for the November 21, 2014 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Park noted that she had included the Overtime report in the agenda and asked that the committee review it and contact her with any questions they may have.

Returning to the DSS Agenda, privilege of the floor was extended to Julie Montero, DSS Fiscal Manager, who reviewed the DSS Overtime Report. She pointed out that the only overtime incurred for the last pay period was in the Child Protective Services Unit which provided for mandatory home visits. Ms. Montero also advised that with the need for another Caseworker in the Foster Care/Adoption Unit, they were likely to see an increase in overtime use there as well.

Finally, Ms. Montero pointed out that the Agenda included the DSS Revenue and Expenditure Reports for September and she invited anyone with questions about them to contact her directly. She noted that the revenues reflected were a bit low, but said she anticipated an increase when the Treasurer's Office caught up with the booking of revenues.

There being no further business to come before the Committee, on motion by Mr. Strough and seconded by Mr. Vanselow, Ms. Wood adjourned the meeting at 9:48 a.m.

Respectfully submitted,
Samantha Hogan, Assistant Secretary to the Clerk of the Board